# Performance Management Roll-out: A Phased Approach

60 - 180 Days Next 60 Days CAREER Information provided to agencies by CSRO & DHRM **SERVICE** May 4, 2022 • Employer gets first opportunity to address issues **GRIEVANCE** • Process begins at the lowest level that has not had the opportunity to address an issue • Time to file a grievance shortened from 30 to 10 working days

Phase 1

## COMPENSATION

## **CLASSIFICATION**

## **TRAINING**

**MODERNIZING PERFORMANCE MANAGEMENT** 

## Internal prep led by DHRM

#### Led by DHRM

- Hiring/Recruiting process through June 30, 2022 updated
- Recruiting communications updated to reflect schedule change
- Current supervisors informed of opt-in process choices

### July 1, 2022

Phase 2

- Repeals 5% guarantee for promotions
- Repeals merit increases

#### July 1, 2023

Phase 3

6 Months - 2 Years

 Repeals longevity increases

#### · July 1. 2022 - July 1. 2023: Opt In period

· Hiring: Any supervisor hired on or after July 1, 2022 will be Schedule AX

#### Internal prep led by DHRM

- Review existing agency training modules
- Training development to include:
  - Effective employee management and evaluation methods
  - Effective communications supervisor/employee
  - Best practices for retaining high performing employees
  - Best practices for addressing poor performing employees

#### July 1, 2023

- Annual supervisor training begins
- Or within 6 months of promotion

#### Internal prep led by DHRM

- Review existing agency compensation plans
- Modernizing Performance Management development to include:
  - Guidelines and criteria for policies and administration based on an employee's performance in furtherance of the agency's mission
  - Employee performance ratings quidelines for written performance standards and expectations

#### July 1, 2023

• Begins with employee performance goal setting

